



# PENRYN FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS

## MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Mahoney, Directors Bergstrom and Neifer

---

### MINUTES OF THE REGULAR MEETING: February 21, 2022 (Amended)

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 p.m.

Directors in attendance: Dennis Bergstrom, Danielle Hardesty, Cheryl Hotaling, Susan Mahoney and Randy Neifer.

Directors absent: None.

Staff in attendance: Chief Ian Gow, Fire Marshal Mark D'Ambrogi, District Manager Gillian Lofrano and Battalion Chiefs Matt Slusher and John Williamson.

2. **Pledge of Allegiance:** Chief Gow led the Pledge of Allegiance.
3. **Approval of Agenda:** Director Neifer moved to approve the agenda as posted. Director Bergstrom seconded the motion that passed unanimously.
4. **Approval of Minutes:** Director Mahoney moved to approve the minutes for the regular meeting on January 17, 2022. Director Hardesty seconded the motion that passed 3 to 0. Chair Hotaling and Director Neifer abstained as they did not attend the meeting.
5. **Financial Report & Bill Approval:** District Manager Lofrano reported that the fund balance for the operating fund was incorrect as she had carried over the numbers from the prior month. Director Neifer moved to approve the amended monthly expense report. Director Mahoney seconded the motion that was passed unanimously.
6. **Correspondence:** None.
7. **Public Comment:** Patty Neifer would like to present the plaques for the Capital Engine Campaign to the main contributors. Chief Gow and Ms. Neifer will schedule the presentations. Ms. Neifer was successful with a grant proposal with Bombas and has boxes of socks, T-shirts and underwear for distribution.
8. **Informational/Non-Action Items:**

- A. **Nevada County Professional Firefighters, Local 3800 (Local 3800):** Local 3800 President Clayton Thomas by phone, reported that he was looking forward to meeting after the district receives the CalPERS valuations.

- B. **Fire Chief Ian Gow's Monthly Report:**

1. Chief Gow reported that the back-up generator is now fully functional. Requests for proposals for the station wall repairs will be going out soon. The generator contractor is also giving us a bid for solar panels.
2. The written and interview portions of the Engineer's test were completed last week. The skills portion will take place in March. Researching other background companies as the current company takes a long time.
3. We are still following the same COVID protocols at the stations. The administration offices are open for business.

4. Sheriff Bell is retiring at the end of the year. Chief Gow attended Undersheriff Woo's campaign kick-off fundraiser. Placer County Treasurer Jenine Windeshausen is also retiring at the end of this year.
5. We have 3 volunteers finishing up their application paperwork.
6. South Placer Fire District is going back to the voters for an assessment of \$240 per parcel at a special election in June. This will bring in \$2,250,000 of which 80% will be designated for staffing.
7. Newcastle has started work on the sewer at the new station site. Newcastle is fully staffed.
8. Placer Hills has a vacant engineer's position. Working on options to fund the replacement of Station 84 in Meadow Vista. Staff is revising the capital replacement plan to purchase a Type 1 engine and Rescue rig sooner than planned due the difficulty in getting the units and the projected increases in cost. Chief Slusher reported that the manufacturers are currently quoting a 7.5% increase every quarter.

**C. Fire Marshal Mark D'Ambrogio's Monthly Report:**

1. Chief D'Ambrogio reported that he has inspected 2 hydro, 1 single family residence, a residential care home, 1 commercial solar and 2 propane gas lines. He approved the plans for the Penryn Town homes.
2. The Ridge Subdivision will be discussed at the MAC meeting tomorrow.

**D. Battalion Chief (s) Reports:**

1. Chief Williamson reported that the RFP for the station repairs has been sent out and the Board will accept a bid at the April 18, 2022 meeting.
2. Ladder testing has been done and working on solar bids.
3. Chief Slusher reported that there were 61 service calls last month and over 166 training hours.
4. The manipulative portion of the engineer's test will take place on March 12, 2022.
5. One volunteer has completed his live scan and another volunteer has to complete is agility test.
6. We will be setting up committees for apparatus, EMS and training with staff from all 3 districts.
7. Engine 38 is out of service with metal corrosion issues.

**E. Director Committee Reports**

1. **Personnel Committee:** No report.
2. **Administrative Contract Oversight Committee:** The committee met with staff.

**F. Possible future cooperation and consolidations; Placer Hills Board President Peter Hills:**

Chair Hotaling introduced Placer Hills Fire Board President Peter Hills. *President Hills reported that he has discussed interagency cooperation off and on for a long time.* Placer Hills' Board has decided to move forward with a reorganization with Newcastle and also Penryn if the Board approves. President Hills outlined the lengthy process through Local Agency Formation Commission (LAFCO) for reorganizations. President Hills has been

working on a draft resolution to initiate proceedings with LAFCO for the reorganization and hopes to get it on the board agendas of both Placer Hills and Newcastle in the next couple of months. Direct Hills also discussed the effect of mergers on CalPERS retirement plans. Battalion Chief Slusher added that through the reorganization, Newcastle would provide advanced life support services and the employees would receive a substantial increase in their benefit package. Chief Gow noted that there would be a significant increase in political power. Director Bergstrom would like to reach out to the Penryn community for their thoughts on future consolidations. Chair Kahrl, Newcastle Fire District, stated that mergers would benefit the region as a whole and that it is also a defensive mechanism to deter other outcomes in the future. There is a new Executive Officer for LAFCO who is willing to work with us.

**G. Timeline from SCI Consulting Group for the levy administration for Measures A & C:**

This was the standard timeline for the process.

**9. Action Items**

**A. Approve the Audit for Fiscal Year 2020/2021 prepared by Smith & Newell CPAs:**

Director Mahoney contacted the Auditor directly and had all her questions answered. The Auditor's journal entry needs to be submitted to Placer County. The Auditor noted that the District incurred expenditures in excess of appropriations and that the budget was not amended. These expenses were approved by the Board at a regular meeting. Director Bergstrom suggested that to be transparent, the Board should make the necessary adjustments throughout the year. Motion made by Director Bergstrom and seconded by Director Mahoney to accept the Audit for Fiscal Year 2020/2021. The motion was passed unanimously.

**B. Select an Ad Hoc committee to meet and discuss future cooperation with the other fire districts:**

Chair Hotaling suggested appointing an Ad hoc committee to report back to the Board on the reorganization of Placer Hills and Newcastle Fire Districts. Directors Hardesty and Mahoney volunteered to be on the committee. Chair Hotaling moved to create the Ad Hoc committee and appoint Directors Hardesty and Mahoney. Director Neifer seconded the motion. Director Bergstrom recommended that the committee should look at other options. Chair Hotaling amended her motion to include cooperation with other Fire Departments. Director Neifer seconded the motion that passed unanimously.

**10. There being no further business, the meeting was adjourned at 8:00 p.m.**

**Next Board Meeting: Monday, March 21, 2022**

Respectfully submitted,



Gillian Lofrano, Recording Secretary